GENERAL SERVICES ADMINISTRATION
ROUTING SLIP

TO	CO	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10

	NAME/TITLE	CORRESPONDENCE SYMBOL
1.	~~NNF~~ GJS	
2.		
3.	NN	Rm. 408
4.		
5.		

- ☐ ALLOTMENT SYMBOL
- ☐ APPROVAL
- ☑ ~~AS~~ REQUESTED
- ☐ CONCURRENCE
- ☐ CORRECTION
- ☐ FILING
- ☐ FULL REPORT
- ☐ HANDLE DIRECT
- ☐ IMMEDIATE ACTION
- ☐ INITIALS
- ☐ NECESSARY ACTION
- ☐ NOTE AND RETURN
- ☑ PER OUR CONVERSATION
- ☐ PER TELEPHONE CONVERSATION
- ☐ READ AND DESTROY
- ☐ RECOMMENDATION
- ☐ SEE ME
- ☐ SIGNATURE
- ☐ YOUR COMMENT
- ☐ YOUR INFORMATION
- ☐

☐ ANSWER OR ACKNOWLEDGE ON OR BEFORE _____

☐ PREPARE REPLY FOR THE SIGNATURE OF _____

REMARKS

Draft of regulations (Warren Commission) and related background materials attached.

FROM	CO	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10

NAME/TITLE	CORR. SYMBOL	BUILDING, ROOM, ETC.
NNF Mark Eckhoff	NNFL	7E 2/16
	TELEPHONE 23171	DATE 2/16

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Concerning Procedures

Regulations for Reference Service on
Warren Commission Items of Evidence

1. Documents (paper records) will be furnished to researchers in the research rooms of the National Archives Building. Items of particular value or fragility may, at the Archivist's discretion, be photocopied and the copies furnished to researchers in lieu of the originals. Copies will be furnished on request for the usual fees. Copyrighted material will be reproduced for research only after receipt of a release from the copyright holder.

2. Still photographs will be furnished to researchers in the research rooms of the National Archives Building. When negatives are prepared incident to filling a request for copies, the negatives will be retained. Copies will be furnished on request for the usual fees. Copyrighted materials will be reproduced for researchers only after receipt of a release from the copyright holder.

3. Motion picture films and sound recordings will be made available to researchers on appropriate equipment in the National Archives Building. Use copies will be prepared and the original materials withheld from normal reference use as a protective measure. Copies will be furnished on request for the usual fees. Copyrighted materials will be reproduced for researchers only after receipt of a release from the copyright holder.

4. Oversize charts, graphs, diagrams, and other means of two-dimensional presentation will be furnished to researchers in the research rooms of the National Archives Building. Copies will be furnished on request for the usual fees. Copyrighted materials or items incorporating copyrighted materials will be reproduced for researchers only after receipt of a release from the copyright holder.

5. Three-dimensional objects and materials that have been subjected to techniques of detailed scientific examination (the aforestated provisions notwithstanding) will be withheld from researchers as a means of protecting them from possible physical damage or alteration and in order to preserve their evidentiary integrity in the event of any further official investigation of the assassination of President John F. Kennedy. ~~The National Archives will prepare special cases of varying sizes, constructed in part or entirely of translucent materials, in which objects or materials that do not present unusual problems of size or shape may be viewed by researchers.~~ The Archivist reserves the right to limit the number of such items that may be shown to a researcher within a given period of time, as it will be necessary for a member of the staff of the National Archives to be present at all times during the viewing of such items. Researchers will not be permitted to view the ~~items~~ items unattended or to touch or handle in any way the items themselves, either manually or with instruments. To the extent possible, photographs of these materials will be furnished to researchers as a substitute for visual examination of the items themselves. In the event that existing photographs do not

meet the needs of the researcher additional photographic views will be made. A charge may be made for unusually difficult or time-consuming photography. Photographs reproduced from existing negatives or prints will be furnished on request for the usual fees. The clothing of President Kennedy will not be shown to private researchers, except those researchers whose applications to examine the X-rays and photographs relating to the autopsy of President Kennedy are approved by the Kennedy family representative. Photographs of the clothing will be shown to other private researchers. No copies or enlargements of photographs of this clothing prepared by the National Archives will be furnished to researchers in order to avoid any possible violation of the provision of the letter agreement between the General Services Administration and the Kennedy family representative dated October 29, 1966 (page 2), in regard to preventing undignified or sensational reproduction of the clothing.

6. One photocopy or photograph of an item of evidence will be furnished without charge to persons presenting proof of prior ownership.

~~Rev. 2, January 10, 1972~~